

New England Crime Bake Vendor Policy

Overview

Any person or entity wishing to sponsor, partner with, market through, or in any other way be associated with the production of the New England Crime Bake must offer products or services that contribute in some positive way to the support and development of the community of New England crime writers. For purposes of this policy, New England will include all areas as defined by the New England chapters of the Mystery Writers of America and Sisters in Crime.

Table Presence (Takeaway table)

Anyone who attends the conference is welcome to market goods and services by contributing materials to a display table set up at the conference for that specific purpose. Contributors must be responsible for their own materials. They must:

- Bring materials to the conference. Nothing will be accepted in advance.
- Monitor and maintain his/her display throughout the conference.
- Take home any materials that are leftover. Anything not taken home at the end of the conference will be thrown out.

No submissions will be accepted for the table from people or organizations that do not register for the conference. The Crime Bake Committee reserves the right to reject any submission it deems inappropriate.

Sponsorships

Display space, program time, and/or the endorsement of the Crime Bake Committee can be made available by the Committee for purchase, either with cash or donations, by sponsors. Display space includes, but is not limited to, program ads, table displays, and web ads and links. Sponsors can also donate goods and services to be used as raffle prizes, gifts, door prizes, or any other promotional purposes to be determined by the Committee.

Because people and organizations associated with the conference through sponsorships will have the implicit endorsement of the Crime Bake Committee, the Committee has the responsibility to make sure sponsors meet the following minimum requirements:

- As stated in the overview, they must offer products or services that contribute in some positive way to the support and development of the community of New England crime writers.
- At least one member of the Committee must be willing to vouch for the acceptability of the sponsor through personal experience.

- If no Committee member can vouch for acceptability and the Committee wants to consider the sponsorship, the Committee will request a proposal from the interested party that includes references, and a Committee member will be assigned to evaluate the proposal and make a recommendation. The Committee will vote to accept or reject the offer.

Sponsorships purchased with cash will be sold at prices to be determined by the Crime Bake Committee. Proceeds will be recorded as Crime Bake revenue. All sponsors will be informed that contributions to Mystery Writers of America are tax deductible under 501 (c) (3).

The Crime Bake Committee reserves the right to turn down any sponsorship request for any reason.

Vendors

A third category to be considered includes those who would use the conference as a venue to sell products and services to conference attendees. In general, the conference will not be made available to vendors, however, exceptions can be considered by the Committee on a case-by-case basis.

Because vendors setting up shop at the conference will have the implicit endorsement of the Crime Bake Committee, the Committee has the responsibility to make sure they meet the following minimum requirements:

- As stated in the overview, they must offer products or services that contribute in some positive way to the support and development of the community of New England crime writers.
- At least one member of the Committee must be willing to vouch for the acceptability of the vendor through personal experience.
- If no Committee member can vouch for acceptability and the Committee wants to consider accommodating the vendor, the Committee will request a proposal from the interested party that includes references, and a Committee member will be assigned to evaluate the offer and make a recommendation. The Committee will vote to accept or reject the offer.

Additional considerations to keep in mind are the availability of floor space for display and sales and for storage of stock overnight and the possibility of competition among vendors.

The Committee reserves the right to charge any vendor a reasonable fee—either a flat rate or a percentage of sales or both—in exchange for a position at the conference. This fee will be recorded as Crime Bake revenue.

The Crime Bake Committee reserves the right to turn down any vendor request for any reason.